

## GENERAL FACT SHEET

BILL NUMBER 13R-25

BRIEF TITLE	APPROVAL DEADLINE	REASON
Annual Supply for Office Seating, Bid No. 12-249		Multiple Year Contract - 4 years

## DETAILS

## POSITIONS/RECOMMENDATIONS

<p>Resolution to provide Annual Supply for Office Seating for City of Lincoln Departments as per Bid No. 12-249 for a four (4) year term beginning at the execution of the contract. This service/commodity will be provided by the following vendors:</p> <p>All Makes Office Equipment AOI Corporation Office Interiors &amp; Design Pay-Less Office Products Staples, Inc.</p> <p>The estimated cost of this contract will be \$15,000.00 per year for a total of \$60,000.00 for the four (4) year term. The contracts are on an as needed basis and there is no minimum purchase requirement with any company.</p>	Sponsor	Purchasing
	Program Departments, or Groups Affected	Any City Department
	Applicants/Proponents	Applicant: Purchasing  City Department: Other
Discussion (Including Relationship to other Council Actions)	Opponents	Groups or Individuals  Basis of Opposition
	Staff Recommend.	<input type="checkbox"/> For <input type="checkbox"/> Against Reason Against
	Board or Commission Recommend.	BY <input type="checkbox"/> For <input type="checkbox"/> Against <input type="checkbox"/> No Action Taken <input type="checkbox"/> For with revisions or conditions (See Details column for conditions)
	CITY COUNCIL ACTIONS (For Council Use Only)	<input type="checkbox"/> Pass <input type="checkbox"/> Pass (As Amended) <input type="checkbox"/> Council Sub. <input type="checkbox"/> Without Recommendation <input type="checkbox"/> Hold <input type="checkbox"/> Do not Pass

**DETAILS****POLICY/PROGRAM IMPACT**

<p>Resolution to provide Annual Supply for Office Seating for City of Lincoln Departments as per Bid No. 12-249 for a four (4) year term beginning at the execution of the contract. This service/commodity will be provided by the following vendors:</p> <p>All Makes Office Equipment AOI Corporation Office Interiors &amp; Design Pay-Less Office Products Staples, Inc.</p> <p>The estimated cost of this contract will be \$15,000.00 per year for a total of \$60,000.00 for the four (4) year term. The contracts are on an as needed basis and there is no minimum purchase requirement with any company.</p>	<b>POLICY OR PROGRAM CHANGE</b>	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES _____ _____ _____
	<b>OPERATIONAL IMPACT ASSESSMENT</b>	_____ _____ _____
	<b>FINANCES</b>	
	<b>COST AND REVENUE PROJECTIONS</b>	COST of total project:    \$ COST of this Ordinance/ Resolution    \$
		RELATED annual operating Costs    \$
		INCREASE REVENUE EXPECTED/YEAR    \$
<b>SOURCE OF FUNDS</b> <i>Various city Funds.</i>	CITY [Approximately] _____ \$ _____ % _____ \$ _____ % _____ \$ _____ %  NON CITY [Approximately] _____ \$ _____ % _____ \$ _____ % _____ \$ _____ %	
	<b>BENEFIT COST</b> <input type="checkbox"/> Front Foot Assessment <input type="checkbox"/> Square Foot    \$ _____    Average \$ _____	

APPLICABLE DATES:

FACT SHEET PREPARED BY:

REVIEW BY:



REFERENCE NUMBER